

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD A BOARD RETREAT ON FRIDAY, AUGUST 3, 2012, AT 9:30 A. M., IN THE BOARD OF SUPERVISORS CONFERENCE ROOM B-75, LOCATED IN THE GOVERNMENT CENTER, 1255 FRANKLIN STREET, ROCKY MOUNT, VIRGINIA.

THERE WERE PRESENT: David Cundiff, Chairman  
 Leland Mitchell, Vice-Chairman  
 Bob Camicia  
 Ronnie Thompson  
 Charles Wagner  
 Cline Brubaker  
 Bobby Thompson

OTHERS PRESENT: Richard E. Huff, II, County Administrator  
 Christopher Whitlow, Asst. Co. Administrator  
 Larry Moore, Asst. Co. Administrator  
 Connie Stanley, Executive Assistant

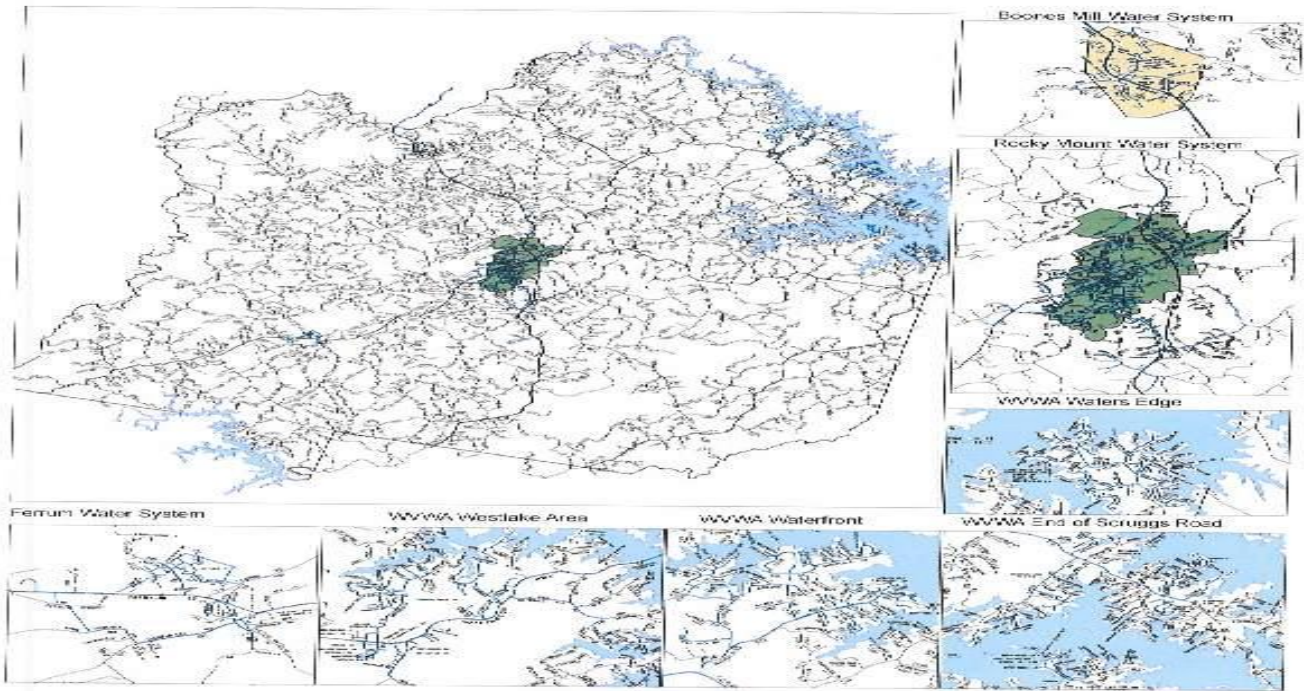
\*\*\*\*\*  
 David Cundiff, Chairman, called the meeting to order.  
 \*\*\*\*\*  
 Prayer was given by Charles Wagner.  
 \*\*\*\*\*

**SHERIFF’S DEPARTMENT ADDITIONAL OFFICE SPACE**  
**(RESOLUTION #01-08-2012)**

BE IT THEREFORE RESOLVED, by the Board of Supervisors to authorize the Sheriff’s Office to utilize the 3<sup>rd</sup> floor of the Virgil Good Building as is with little maintenance required and money available in current budget for any necessary maintenance.


MOTION BY: Ronnie Thompson  
 SECONDED BY: Bob Camicia  
 VOTING ON THE MOTION WAS AS FOLLOWS:  
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

\*\*\*\*\*  
**Future Utilities Planning – Sewer in 220 N. Corridor, Water to Burnt Chimney**  
 Rick Huff discussed with the Board the future need for utilities planning on the 220 N. Corridor and water to Burnt Chimney area of Franklin County. Map below shows current water systems in the County. Rick asked the Board on what direction do we move forward. Bob Camicia stated that at some point the County would have to put up money for infrastructure.




**Board Discussion – Future Planning Vision, Village Center Policies for Growth, Comprehensive Plan Concerns**

Neil Holthouser gave the follow presentation to the Board and requested direction on future planning vision and Village Centers. After discussion the Board requested a possible future workshop to discuss utilities and zoning but gave Neil Holthouser direction to continue on as planned with the comprehensive plan review.



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Board of Supervisors



# Planning Retreat



August 3, 2012

1255 Franklin Street, Suite 103, Rocky Mount, VA 24151 • (540) 483-3027



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# Planning Retreat

August 3, 2012

**TOPICS for DISCUSSION**

1. Brief overview of past planning efforts
2. Major themes of 2007 Comprehensive Plan
3. Recent planning initiatives & ongoing projects
4. 2012 Comprehensive Plan update
5. Further direction from the Board of Supervisors

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Overview of past planning efforts

Virginia law requires each jurisdiction to develop, adopt, and maintain a Comprehensive Plan to guide decisions related to the physical development of its territory.

**Code of Virginia**  
**15.2-2223. Comprehensive plan to be prepared and adopted; scope and purpose.**

*“The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction.”*



Overview of past planning efforts

- 1975** Franklin County adopted its first Comprehensive Plan in 1975. The original Plan showed how land within the county was already being used, recommended how it should be used, and provided general guidelines for future development.
- 1985** The Plan was updated in 1985. This Plan focused on the development potential around Smith Mountain Lake, which was beginning to transition from seasonal residential and recreational uses to year-round uses with permanent residents.
- 1988** Zoning was adopted in 1988; only applies to part of the county.
- 1995** The Comprehensive Plan was again updated in 1995. This plan dealt with the changing nature of the rural landscape due to industrial and residential growth pressure. The Plan led the County to study the feasibility of public water and sewer.







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Major themes of 2007 Comprehensive Plan

- 2007
- The Comprehensive Plan was most recently updated in 2007. Major themes of the 2007 Update include:

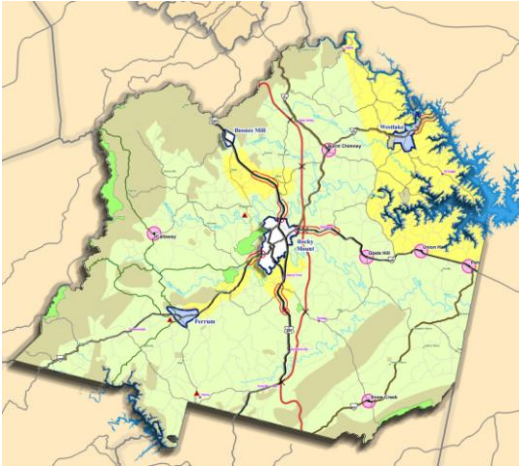
  - Preservation of the county’s rural character and scenic beauty.
  - Protection of farmland and support for agriculture as a vital component of the county’s economy.
  - Avoidance of “strip-commercial” development along highway corridors.
  - Concentration of commercial development and higher residential densities in well-planned “Town Centers” and “Village Centers.”



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Major themes of 2007 Comprehensive Plan

- 2007
- 
- The Future Land Use Map of the 2007 Plan depicts a county that is predominantly rural, with suburban residential densities found near Smith Mountain Lake, around the Town of Rocky Mount, and in strategic areas along Rt. 220 and Rt. 40 where public water and/or sewer may be available in the future.



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**Major themes of 2007 Comprehensive Plan**

**2007**



As the 2007 update neared completion, Franklin County entered into an agreement with the Western Virginia Water Authority to construct a 12" public water line along Rt. 220, from the Roanoke County line south to the Wirtz Road area.

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**Recent planning initiatives and ongoing projects**

Since the adoption of the updated Comprehensive Plan in 2007, the Planning Department has undertaken a number of projects to implement the Plan:

**220 Corridor Study**

This study was performed in order to anticipate the impacts of the public water line along Rt. 220, and to recommend appropriate land use and development controls as new development takes advantage of public utilities.

**220 Overlay Zoning Districts**

The Board adopted three overlay zoning districts along Rt. 220, as recommended by the Corridor Study. These overlays protect scenic views, provide additional standards for commercial development, and regulate vehicular access along a busy highway corridor.

**Residential Cluster Developments**

The Board adopted an important new technique for the design and arrangement of larger-scale residential subdivisions in the A-1 zoning district, with an emphasis on open space preservation.

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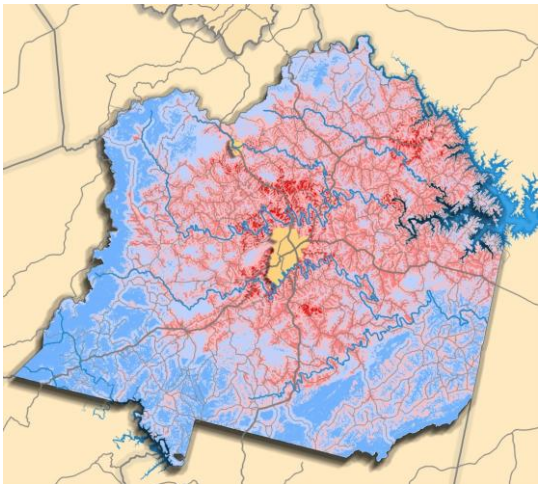


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Recent planning initiatives and ongoing projects

**Residential Demand/Capacity Analysis**  
This analysis helps us predict future housing demand, and anticipates specific areas of the county where demand will be greatest.



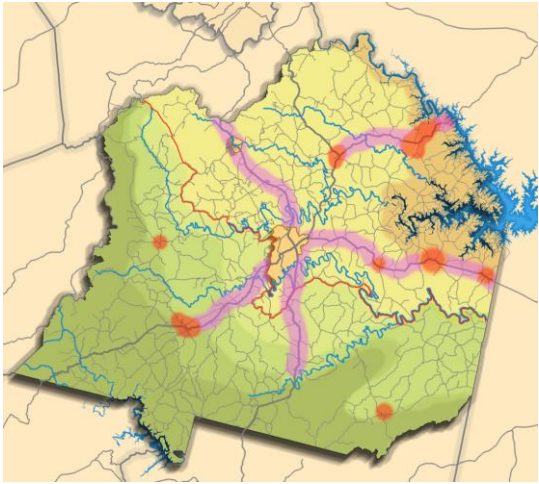


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Recent planning initiatives and ongoing projects

**Residential Demand/Capacity Analysis**  
This in turn helps us to see the county as a “spectrum” of development potential – from “most rural” to “less rural” to “suburban.”





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Recent planning initiatives and ongoing projects

**Land Development Ordinance Update**  
Based on the results of the Demand/Capacity Analysis, staff has developed an expanded set of zoning categories to better address specific regulatory needs in various areas of the county.

These new categories are able to distinguish between rural, suburban, and corridor place types.

Rather than “One Size Fits All,” this approach seeks to calibrate zoning controls to the level of development pressure or threat in any given area of the county.

**Naming Convention:**  
Except for the non-zoned area of the County and the Mixed Use zones, all zoning categories are named based on the following naming convention:

X

Y

-

#

Geographic Context

Primary Use Type

Level of Intensity

U	Universal	A	Agricultural	1	Low
R	Rural	R	Residential	2	Medium
S	Suburban	B	Business	3	High
C	Corridor	M	Manufacturing		
		C	Civic		

**Geographic Context** refers to the physical characteristics and expected growth potential of the region of the County where any given zoning category might be applied.

**Primary Use Type** refers to the prevailing types of activities that dominate in the geographic area where the category applies.

**Level of Intensity** refers to the expected level of impacts generated by the primary use type in a given zoning category.



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2012 Comprehensive Plan Update

Under state law, the Comprehensive Plan must be reviewed every 5 years.

In July 2012, the Franklin County Planning Commission held a work session to begin the process of updating the Comprehensive Plan. Major ideas for the update include:

- update demographic information, based on 2010 Census
- incorporate Demand/Capacity methodology, analysis, results
- update Future Land Use Map to reflect Demand/Capacity analysis
- update text related to land use categories, to match new Map
- update specific policies related to land use and development
- prioritize small-area planning initiatives (villages, corridors)
- develop “template” for small-area planning process




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Further direction from the Board of Supervisors

1. Are there specific areas of the county that should be studied for suburban development potential?
2. Are there specific areas of the county that should be studied for potential as employment centers?
3. Are there specific areas of the county that should be studied for public water/sewer development?
4. Are there specific areas of the county where development pressure is most imminent? Where small-area planning is most needed?
5. Is the Village Center model achievable? What policy choices will it require?




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Proposed prioritization of Small-Area Plans

Small-Area Planning Process	Development Potential	Zoning Status
Route 40 East		
1. Union Hall Village Plan	High	Zoned
2. Penhook Village Plan	High	Zoned
3. Glade Hill Village Plan	High	Zoned
4. Route 40 East Corridor Plan	High	zoned
Route 122 North		
1. Burnt Chimney Village Plan	High	Zoned
2. Hales Ford Village Plan	High	Zoned
3. Westlake Village Plan	High	Zoned
4. Route 122 North Corridor Plan	High	Zoned
Route 40 West		
1. Ferrum Village Plan	Moderate	Non-zoned
2. Route 40 West Corridor Plan	Moderate	Non-zoned
Other		
1. Snow Creek Village Plan	Low	Non-zoned
2. Callaway Village Plan	Low	Non-zoned
3. Route 220 South Corridor Plan	Low	Non-zoned

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## **Parameters of Joint Operations Studies with School Division**

### **JOINT OPERATIONS PARAMETERS WITH SCHOOL SYSTEM**

Several different references have been made over the last year regarding Joint Operations with the School Division.

In the area of Procurement, the School & County currently jointly procure many Office Supplies as well as copy paper. The balance of Office Supplies are procured from a National Contract for public entities through Office Depot. The Schools and County also jointly share a public auction of surplus property. Additionally, the County utilizes the Department of Purchase and Supply (State contract) for the purchase of county fleet vehicles, carpeting, U. S. flags, and vehicle tires (Thompson Tire & King Tire/local vendors), to name a few.

Questions to be considered for any of the joint operations are as follows:

1. IN ANY SCENARIO, WOULD THE STAFF NEED TO BE UNDER THE COUNTY ADMINISTRATOR, OR COULD THEY BE SUPERVISED AND MANAGED BY SCHOOL DIVISION STAFF?
2. ARE ADDING ADDITIONAL STAFF AN OPTION THAT COULD BE CONSIDERED?
3. FOR VEHICLE MAINTENANCE, IF A JOINT FACILITY WERE TO BE CONSIDERED, WOULD PULLING WORK CURRENTLY PERFORMED BY THE PRIVATE SECTOR BE CONSIDERED? (I.E., OIL CHANGES, BRAKES, ETC.)
4. WHAT WILL BE THE MECHANISM FOR DECIDING WHO GETS PRIORITY FOR ANY SCENARIO? (I.E., A POLICE CAR VS SCHOOL BUS REPAIR VS AMBULANCE ?)
5. WHAT IS THE PRIMARY GOAL OF ANY JOINT OPERATION? COST SAVINGS?
6. WHAT AREAS OF OPERATION ARE TO BE CONSIDERED AND ARE THERE ANY THAT ARE NOT TO BE CONSIDERED?

What direction, if any, does the board wish staff to pursue?

Richard Huff discussed with the Board what staff is currently doing to cut costs and what would be involved in joint operations with the Schools. Board discussed and currently agree that joint operations would not save the County money. Board encourages staff to continue looking for ways to save dollars.

## **Equalization of Pay**

### **EQUALIZATION OF PAY**

#### **EMPLOYEE GROUPS TO CONSIDER**

##### **1) "COUNTY EMPLOYEES"**

- a) **SUBJECT IN ALL ASPECTS TO THE COUNTY'S PERSONNEL POLICIES ADOPTED BY THE BOARD OF SUPERVISORS**

##### **2) CONSTITUTIONAL OFFICERS AND THEIR EMPLOYEES**

- a) **MAY ELECT BY AGREEMENT TO BE SUBJECT TO THE COUNTY'S PERSONNEL POLICIES BUT ARE NOT REQUIRED TO DO SO. AT THE PRESENT TIME, NONE OF THE 5 CONSTITUTIONAL OFFICERS HAVE SUCH AN AGREEMENT WITH THE COUNTY AND ARE THEREFORE NOT SUBJECT TO ANY OF ITS POLICIES INCLUDING GRIEVANCE PROCEDURES, OFFICE CLOSINGS, HIRING PROCEDURES, ETC.**

##### **3) 100% LOCALLY FUNDED EMPLOYEES IN CONSTITUTIONAL OFFICES**

- a) **THEY ARE MANAGED BY THE CONSTITUTIONAL OFFICERS, MUST ABIDE BY THE CONSTITUTIONAL OFFICER'S STANDARD OPERATING PROCEDURES AND ARE SUBJECT TO THE SAME POLICIES ESTABLISHED BY THE CONSTITUTIONAL OFFICER AS STATE FUNDED**

**POSITIONS, INCLUDING TERMINATION WITHOUT COUNTY RECOURSE. ALSO, WHEN THE STATE GIVES COLA INCREASES, THE COUNTY TYPICALLY TRIES TO DO THE SAME FOR COUNTY FUNDED POSITIONS IN THE SAME OFFICE FOR EQUITY REASONS. WHEN A CONSTITUTIONAL OFFICER IS ALLOWED BY THE STATE TO MOVE MONEY AROUND ON SALARIES, THOSE ARE STATE FUNDS AND THE SAME LATITUDE IS NOT AFFORDED TO COUNTY FUNDED EMPLOYEES SINCE NO OTHER COUNTY DEPARTMENT HEAD HAS THAT FLEXIBILITY TO “MOVE SALARY MONEY AROUND”.**

#### **4) DEPARTMENT OF SOCIAL SERVICES EMPLOYEES**

- a) **MOST EMPLOYEES ARE 80% FUNDED BY THE STATE AND 20% FUNDED BY THE COUNTY ALTHOUGH EACH PROGRAM IS DIFFERENT AND DEPENDENT ON AVAILABLE STATE FUNDS.**
- b) **DSS BOARD IS RESPONSIBLE FOR HIRING AND FIRING EMPLOYEES THROUGH THEIR DIRECTOR**
- c) **DSS BOARD SETS THEIR OWN PERSONNEL POLICIES WHICH ARE DIFFERENT THAN COUNTY PERSONNEL POLICY, I.E., DSS EMPLOYEES ARE PAID FOR 100% OF THEIR ACCRUED SICK LEAVE, TO A MAXIMUM OF \$2,500 WHEN THEY LEAVE COUNTY EMPLOYMENT WHEREAS COUNTY EMPLOYEES ARE CAPPED AT \$750. (50 DAYS @\$15 A DAY). THE COUNTY HAS NO CONTROL OVER WHO IS HIRED, THEIR PERFORMANCE, OR THEIR EVALUATIONS. THE STATE SCREENS ALL APPLICANTS AND REQUIRES THAT INTERVIEWS BE CONDUCTED FROM THEIR APPROVED LIST.**
- d) **STATE ALLOWS DEVIATING VS NON DEVIATING AGENCIES FOR PURPOSES OF HUMAN RESOURCE MANAGEMENT.**
  - i) **LOCAL DEPARTMENTS THAT FOLLOW ALL OF THE STATE’S HUMAN RESOURCES POLICIES ARE CALLED NON-DEVIATING AGENCIES.**
  - ii) **LOCAL DEPARTMENTS THAT USE ALL OR SOME OF THEIR LOCAL GOVERNMENT’S HUMAN RESOURCES POLICIES ARE CALLED DEVIATING DEPARTMENTS. THERE ARE THREE TYPES OF DEVIATING LOCAL DEPARTMENTS:**
    - (1) **JURISDICTIONWIDE, WHICH USE ALL OF THE LOCAL GOVERNMENT’S HUMAN RESOURCE POLICIES AND SYSTEMS;**
    - (2) **CLASSIFICATION AND COMPENSATION, WHICH USE THEIR LOCAL JURISDICTION’S CLASSIFICATION AND COMPENSATION SYSTEM BUT THE STATE’S HUMAN RESOURCE POLICIES FOR ALL OTHER FUNCTIONS, SUCH AS HANDLING COMPLAINTS AND GRIEVANCES; AND**
    - (3) **COMPENSATION-ONLY, WHICH USE THE LOCAL JURISDICTION’S COMPENSATION SYSTEM, BUT THE STATE’S HUMAN RESOURCE POLICIES FOR ALL OTHER FUNCTIONS.**

#### **5) SCHOOL BOARD EMPLOYEES**

- a) **THE SCHOOL BOARD IS A SEPARATE POLITICAL SUBDIVISION IN VIRGINIA WITH A SEPARATE FEDERAL ID NUMBER.**
- b) **THE SCHOOL BOARD IS CHARGED UNDER STATE CODE WITH:**

***§22.1-313 A. THE SCHOOL BOARD SHALL RETAIN ITS EXCLUSIVE FINAL AUTHORITY OVER MATTERS CONCERNING EMPLOYMENT AND SUPERVISION OF ITS PERSONNEL, INCLUDING DISMISSALS, SUSPENSIONS AND PLACING ON PROBATION.***
- c) **PERSONNEL POLICIES ARE ESTABLISHED BY THE SCHOOL BOARD AND ARE DIFFERENT THAN COUNTY PERSONNEL POLICY IN MANY WAYS.**

#### **Board Priorities FY12-13**

The following document was provided to the Board showing what has been completed by staff to meet the Board’s Priorities.

#### **FY2011-12 Franklin County Board of Supervisors’ Priorities**

- 1) **Create a mechanism to effectively involve the broader community in major issues, especially land use.**
  - a. **The Planning Department maintains a monthly report – “Planning Monthly” – listing all applications (rezoning, SUPs, variances) scheduled for public hearing before the Planning Commission, Board of Supervisors, and Board of Zoning Appeals. At a glance, Planning Monthly conveys:**

- Items scheduled for public hearing this month;
- Results from previous month's public hearings; and
- New applications received this month, scheduled for the following month

Planning Monthly is available on the Planning Department's website at [www.franklincountyplanning.org](http://www.franklincountyplanning.org). Archived versions of Planning are also available on the website.

Projects scheduled for public hearing are duly advertised according to state law. Notices are sent to adjoining property owners, and the subject property is physically posted with a notice of hearing. Staff routinely inspects subject sites prior to hearing, to ensure that the property was posted properly (responsibility of the property owner to do so.) Staff advertises hearings in the local newspaper (Franklin News-Post) three weeks in advance of the hearing; advertisements run over the course of two consecutive weeks. Staff has built an additional week into the advertising schedule, allowing for a third ad to run in the event of a mis-print or other advertising error. This precaution helps to ensure that all state legal requirements are met re: advertising, thus preventing public hearing delays due to advertising error.

Several major projects have come through the system in the past year, requiring additional consideration for public outreach.

1. In the Ferrum area and along Rt. 40 West, a cell-tower developer sought approval for the construction of three 100-foot-tall telecommunications towers, requiring Planning Commission review pursuant to Virginia Code Sec. 15.2-2232. These applications aroused considerable interest and opposition within the community. The public hearing process was drawn out, due to the applicant's repeated requests for deferral. Planning staff maintained a distribution list of email and physical mailing addresses, in order apprise citizens who attended previous hearings of any new developments in these cases. Staff exceeded the state law requirements for advertising and notification for public meetings related to the cases. Although not required by code, staff successfully encouraged the applicant to meet with local property owners, consider alternative designs and locations, and incorporate suggestions from the public.

2. AEP submitted a rezoning application to construct a public boat launch at Oak Grove Road. The application drew considerable interest and opposition from nearby property owners. The proposed location is in an established residential neighborhood. Residents expressed concerns about traffic, noise, public safety, wake, and loss of residential character. Although not required by code, staff successfully encouraged AEP to engage in a process of neighborhood meetings to listen to citizen concerns and consider alternatives. Staff played a lead role in organizing and facilitating this community meeting. Staff has maintained a list of email and physical addresses for citizens who have attended public hearings and/or community meetings related to this project. This list will be used to notify citizens of any future developments in this case.

**2) Enhance County Fire and EMS (Public Safety) by increased support of volunteers, expansion of paid staff where it is needed, strategic placement of new and refurbished facilities, and emergency medical dispatch.**

- a. Staff met with Sheriff elect Overton on November 18, 2011 and discussed Emergency Medical Dispatch and the Board's priority on this project. With the elimination of the 911 Coordinator's position (Bill Agee), Sheriff Overton and staff agreed to wait until oversight of the Communications Center could be established by the new administration. Following the changes made in the Center, it was agreed for the Sheriff along with Public Safety staff to make a presentation to the Board at its summer retreat on the topic and begin a new dialogue on its costs and benefits to the County and the subsequent oversight/governance required for an expanded role of the Communications Center.
- b. At their request, staff assisted the Boones Mill Vol. Fire Department after their Chief and Assistant Chief resigned their positions due to internal conflicts within the department. Public Safety staff appointed an acting Fire Chief and scheduled elections in accordance with the BMVFD by-laws. Staff conducted elections for these positions, at their request, and assisted the newly elected officers in fulfilling the requirements of the positions. Membership at the department had been

declining prior to the new officers being elected. After the officers were elected, membership has increased and internal conflict within the department is no longer an issue.

- c. Callaway Vol. Fire Department conducted a fund raising event to purchase a “mule” or UTV style vehicle to use for brush fire responses in remote areas with poor access. Public Safety had a UTV that was purchased with a Homeland Security grant in 2004 that was rarely used and has been stored in a trailer at the animal pound. After learning of the Callaway fund raising project, public safety staff contacted Callaway Fire Dept. leadership and offered them the use of the county UTV. An agreement was made that Callaway would keep the UTV at their station and utilize it for their needs provided the resource is made available to be taken to any department when requested to assist with brush fire responses. In addition, Callaway Fire would mount the fire pump and storage tank on the vehicle and would up-fit the vehicle so that it would be capable of transporting medical patients from remote areas. The agreement saved the Callaway Fire department in excess of \$10,000. Revenue raised by the department to purchase the vehicle was instead used for the up-fit costs. The vehicle is now immediately available for responses countywide and is being used on a regular basis making it a reliable resource that can be easily deployed anywhere in the county when needed.
- d. Worked with Fork Mountain Fire Department and Ferrum Fire Department to purchase and reassign county vehicles to increase each department’s capabilities while eliminating the immediate need to purchase additional fire apparatus. Since 2009, public safety staff has been working with the Fork Mountain Fire Department to replace a 20+ year old tanker. Bay space at the department was limited and Fork Mountain requested a waiver to purchase a vehicle that did not meet county specifications that would fit into the existing space. Ferrum Fire Department had a 1985 pumper that was in immediate need of replacement as well. The department used the vehicle as a backup fire engine and due to its limited capabilities was rarely used for responses.
- e. After studying the problems of both departments, Public Safety staff formulated a solution that addressed the needs of both departments. The plan called for the replacement of the current first line tanker truck assigned to Fork Mountain Fire Department which allowed the vehicle to be reassigned to Ferrum Fire Department to replace their aging fire pumper. In addition, the Fork Mountain Fire Department would be assigned an “urban interface” style vehicle that increased their capabilities to respond to fires in remote areas that offered poor vehicle access. The vehicle is also available to respond to other areas of the county when needed. The purchase of the tanker vehicle for Fork Mountain also reduced their need to respond three vehicles to structure fires and allowed them to meet the needs of their community with less manpower while also increasing the capabilities of the department as the vehicle carries more water on a single vehicle than both the vehicles that were replaced combined. The project also eliminated the immediate need to replace the Ferrum Fire pumper which is estimated to cost in excess of \$450,000. After completion of this project, the county saved almost \$330,000 in fire apparatus CIP revenues and increased the capabilities of two volunteer fire departments.
- f. Since 2006, the Snow Creek and Fork Mountain areas have had limited portable radio coverage. This was a danger to responders and lead to several situations where firefighters and EMS personnel were put in dangerous situations due to poor communications. At the end of 2011, Public Safety began providing some oversight assistance of the county radio system. After reviewing the status of the system, a plan was developed to relocate a repeater to the Tom’s Knob communications tower from the Grassy Hill tower site where it was used on an infrequent basis. Tom’s Knob is situated in the southern part of the county between the Snow Creek and Fork Mountain communities. The repeater increased responders’ ability to communicate using portable radios in the Snow Creek and Fork Mountain areas. After working with radio system technicians, the repeater was moved to Tom’s Knob. Communication in the area was dramatically improved with the relocation. Public Safety staff continues to work with volunteers in the area as well as radio technicians to improve communications in those areas.



- g. Last year, Fork Mountain Rescue Squad continued to experience a decline in membership. The Captain of the squad contacted Public Safety and asked for assistance in providing coverage for EMS calls. Career staff is already assigned to the Fork Mountain station Monday through Friday from 5:30 am until 6:00 pm. Operations Captain Meeks scheduled public safety Cadre staff to assist Fork Mountain with staffing until the squad could provide adequate staffing for calls.
- h. Public Safety staff coordinated two Recruitment and Retention/volunteer appreciation events during the year. A cookout was held at Waid Park in August and a dodge ball/corn hole tournament was held at the Franklin County High School Gymnasium in February. There was a good turnout for each event. There will be another winter volunteer appreciation event scheduled for February 2013 similar to the 2012 event at the high school.
- i. Public Safety training staff, working with the Virginia Association of Volunteer Rescue Squads, held a regional training weekend at the Franklin Center in October 2011. During the three day event, volunteers from all Franklin County squads participated and approximately 500 participants attended EMS related continuing education classes. Another similar event is scheduled for September again this year. A larger turnout is expected due to the success of last year's event.
- j. In October, Public Safety staff met with volunteer EMS Captains regarding scheduling issues and poor coverage by some departments on nights and weekends. Staff proposed a different "on call" system to the EMS Captains for consideration. At that time, the EMS Captains decided to continue to provide coverage using the current method. During the Memorial Day weekend, Public Safety added an additional career truck to the system due to the number of special events and anticipated call volume. The truck was positioned in Rocky Mount. Volunteer providers that were on call that weekend were appreciative of having the extra assistance in covering calls and expressed their appreciation to public safety senior staff.
- k. During the 2011 – 2012 fiscal year, public safety staff provided logistical support to survey proposed fire/EMS station sites in the Glade Hill area. Staff met with appraisers and engineers to determine the basic footprint of the facility and to determine if any of the perspective sites were suitable for consideration. The proposed Glade Hill station will be a combined station that will house both the Glade Hill Fire Dept. and the Glade Hill Rescue Squad.
- l. In July 2011, staff assisted with a planning session for the Board of Supervisors by preparing two presentations: one presentation outlined the departments' fleet management practices and the other outlined the current position regarding the county fire/EMS station construction plan.

**3) Develop and implement a comprehensive agriculture support plan. Consider hiring an Agriculture Director.**

- a. In preparation of a Agriculture Support Plan, staff has worked with the Extension Office on the hiring of new local agents to specifically work on dairy and crops. The Agribusiness Development Committee, Ferrum College, and the Extension Office have worked toward the creation of a local/regional "farm to table" program and are currently in the research stage. This stage has included numerous meetings with stakeholders to discuss how such a program should be structured and operated. Various speakers have been invited to Agribusiness Development Committee meetings to discuss the topic and a regional food hub in Charlottesville was visited. The Agribusiness Development Committee has appointed a subcommittee to work on this initiative. This subcommittee is currently determining potential suppliers and consumers of local foods and is beginning the search for a facility in which to house this program.
- b. The creation of an Agriculture Development Director was considered. The creation of a job description for the position was started and input was taken as to what the duties of the position should entail. The Agriculture Development Board is refining what the major tasks would be of such a position. The position was informally

included at the beginning of the budget process but was dropped due to budget constraints.

**4) Develop a specific strategy to more fully realize the potential of Philpott Lake, including protection of it and its use as an economic catalyst. Work to establish a Multi-County (Regional) group to develop plans (i.e. marketing, tourism)**

- a. Twin Ridge Tournament Facility partnership was signed on October 27, 2011 providing for a large mooring dock, a launch/retrieve dock, a picnic shelter, restroom facilities and added parking. Ribbon cutting to signal the completion of these facilities was held on May 12, 2012. The County partnered with the Corps of Engineers after the other financial partners fell out.
- b. Began an informal regional marketing and tourism group in January 2012. The Work Group includes Franklin, Henry, and Patrick Counties. The group is currently working on bringing a FLW fishing tournament to Philpott with joint marketing benefits and the joint covering of costs. Additionally, the group expects to apply this fall for Virginia Tourism grant funding for the marketing of Philpott Lake and the surrounding jurisdictions.

**5) Continue the process of rewriting the Zoning and Subdivision Ordinance with a focus on strengthening the village concept and using flexible standards to meet needs of all areas of the County. Keep the public engaged.**

- a. Planning staff oversaw an important legislative success in late 2012, with the adoption of Residential Cluster Development requirements and standards for large-scale residential developments in the A-1 zoning district. The process began in May 2011, as staff began work to draft the residential cluster provisions. The project required input from the BOS-appointed Technical Advisory Committee (TAC). Staff held a series of meetings with the TAC, advertised and open to the public, to gather input and feedback on the proposed regulations. After receiving input from the TAC, the Planning Commission held two (2) work sessions and a public hearing, recommending approval to the Board of Supervisors. The Board held its own work session and public hearing, and adopted the residential cluster amendment in November 2011. The entire process - from the drafting of code language to adoption by the Board - was accomplished in six months, due in large part to an effective and robust public input process involving the TAC and PC. Several members of the TAC followed the project throughout the public hearing process, and spoke in favor of the amendment before the Board of Supervisors.

The TAC - originally formed by the Board in 2010 and consisting of approximately 40 citizens - continues to be of significant assistance in developing and vetting policy choices related to planning and land development. The group is representative of a variety of interests (farmers, developers, realtors, engineers, environmentalists, neighborhood leaders, etc.) and geographic distribution (all seven BOS election districts are represented.)

In January 2012, the TAC held four (4) work sessions to help develop a new, expanded set of zoning categories to allow for a more tailored approach to zoning patterns. These new zoning categories distinguish between rural, suburban, and highway corridor place types. The intent is to develop zoning regulations specific to each of these character areas, so that regulations imposed in one area of the county do not necessarily impact other areas of the county. The Planning Commission held several work sessions in the Spring of 2012 to further refine the TAC's recommended approach. Planning staff is currently developing code language to create this expanded set of zoning categories.

**6) Develop a strategy and timeline for job growth and economic development that raises the County's median income to include site development, funding set-asides, and a marketing plan. (Include the role/growth of Ferrum College as part of the strategy). Establish proactive steps.**

A comprehensive economic development strategic plan is currently being prepared by staff, Board members, and community leaders. The process, which started in December 2011, is currently expected to be completed by September/October 2012 with a report and request for adoption by the Board of Supervisors. The County has completed the development of a final pad site in the Franklin County Commerce Center and approval has been obtained for a County-Town shared development of the Cox property in the Franklin County-Rocky Mount Industrial Park. Furthermore, an engineering consultant has been hired to perform market and selection work for a new business park possibility in the County. This study is supposed to be completed by October 2012. Funding for economic development was once again included in the County's 2012 budget with a total of \$400,000 in capital funding set-asides and \$471,833 in operational expenses.

**7) Achieve exemplary customer service throughout County government (including measures and attention to problem areas).**

**i. Transparency In Local Government**

- a. Update County Website (i.e. Q & A's to recent contractor issues)**
- b. Posting – publishing of Friday Packets**
- c. Budget Information**

- a. Much work and focus was placed on enhancing transparency last fiscal year, particularly with the establishment of an interactive budget portal. While the County has long posted its budgets and financial reports online, the new budget portal synchronizes multiple budget items into one central location. The budget site provides informational topics designed for navigational ease including:
  - Description guide to the budget process
  - Calendar of budget meetings and work sessions
  - Previous and current year budgets
  - County financial health information
  - Factors affecting current and future budgets
  - Comparison budget and tax information from adjoining localities
  - Citizen input module for residents wishing to give budget feedback and suggestions
- b. In addition to the site's comprehensive budget information and navigational ease, the site further allows residents to stay connected with their County budget through social media avenues like Facebook, Twitter, and YouTube. The County's budget website encompasses a comprehensive look at County finances, including demographic, tax, and spending comparative data. Website users can examine how the County fairs with its neighbors in various program areas, as well as offer budget input and keep up with the latest budget activities (presentations, meetings, work sessions, public hearings, etc.).
- c. Last December, the County worked with its advisors (Davenport & Company) who prepared a comprehensive review of the County's financial position. Such report was presented to both the Board of Supervisors and the Economic Development Advisory Committee. In a transparent effort to bring this financial information directly to the tax payer, the report was videoed and is accessible in both media and print formats from the County's website. Davenport's independent financial snapshot of Franklin County includes a detailed explanation of the County's bond ratings. Such review and analysis encompassed four key areas: Economy, Finances, Debt, and Management.
- d. Other customer service efforts the last fiscal year have included the online posting of BOS meeting agenda attachments. While the County has long posted County BOS meeting agendas and minutes online, customers can now access the entire BOS meeting packet prior to the regular monthly BOS meeting. County Departments continue to work in providing information to customers. Development Services (Building Inspections & Planning) posts various permit information, applications, and frequently asked questions online in an effort to better assist

contractors and developers. During the last fiscal year, the Building Inspections Department held various meetings with contractors in an effort to listen to concerns and generate process improvement ideas. Most recently, the Treasurer's Office working with the Information Technology Department, implemented the acceptance of credit/debit card payments. During the first afternoon that the new system went live, the Treasurer reported the next three of four customers paid their taxes utilizing the credit/debit card option at their counter.

**8) Continue the program to purchase development rights to preserve land for conservation.**

- a. A \$50,000 grant was prepared and applied for through the Virginia Department of Agriculture and Consumer Services and received in December 2011. The grant was matched by \$50,000 in local funds. The local PDR committee was restarted after years of dormancy and has begun the search for a property on which to purchase development rights. Staff is currently working with the Virginia Outdoors Foundation on one potential property rights purchase which could move forward in the coming weeks. The program at this point depends on the committee identifying the right property as local funds have been approved by the Board of Supervisors to match available state monies.

**9) Establish a 5 year Financial Plan to include but not limited to the following items: Future Operational and Capital Revenues – Expenditures, Debt Service Schedules, Projected Needs (i.e. compensation, other), 5-10 year Schools Capital Plan, etc.).**

- a. Work has begun on a 5 year financial plan and enhanced work proposed for capital planning by the Board of Supervisors to begin at their August retreat. A joint meeting with the School Board has been discussed to further consider the \$6 million CIP loan project. Staff is currently in dialogue with Davenport and Company Financial Advisors on layering known debt funded projects into the Capital Plan. Revenue projections out any significant period are untrustworthy in the current climate as any economic rebound in the housing market is unpredictable as are state revenues. With almost ½ of the County budget coming from State & Federal sources, and the political instability of the current General Assembly and Congress, flat revenues are the only safe projection and even then, a bit risky to project. Capital planning is the best use of staff efforts at this time and information will be forthcoming immediately.

**10)Examine current Building Department Code Official departmental structure within Development Services.**

- a. Staff has looked carefully at the Development Services Department over the past year with the hiring of a new Building Official. Customer Service has improved greatly addressing Building Department issues and staff has received a significant amount of both customized and joint customer service training. Blended scheduling of front counter staff, shared budgets, coordinated reviews of incoming projects and plans, and streamlined application processing have all taken place in the last 11 months.

**11)Continue work to develop a natural gas line in Franklin County.**

- a. Staff has created a request for proposals for the design of the natural gas extension into Franklin County. This RFP is currently awaiting advertisement. Discussions have occurred with USDA-Rural Development officials on the potential funding of the project and with Roanoke Gas on their willingness to be a partner in the project, their estimation of construction costs, and direction on moving forward. As one of the County's work product requests, the Roanoke Valley Alleghany Regional Commission (RVARC) has been assigned to do a demand study for potential natural gas customers in the US220 and Town of Rocky Mount areas.

**12)Review process for School Carry Over and Budget Requests to possibly include County staff analysis and recommendations.**

- a. All School budgetary requests are now reviewed and numbers verified by County staff prior to the Schools making their presentation to the Board of Supervisors.



The results of the review as well as the County’s recommendation are summarized in an Executive Summary independently prepared by County staff and presented to the Board ahead of time in their agenda packet. Each request is carefully scrutinized for use of one-time funds, impact on continuing operations and long-term financial consequences of the proposed request with recommendations made for each request. This resulted in the additional school appropriation being approved as a consent agenda item at the July, 2012 meeting due to verification by County Finance staff of the availability of the requested funds.

Board agreed to a possible worksession in the fall, 2012 to discuss strategic planning for the County and to bring in a facilitator to assist with the worksession.

Board agreed to a joint meeting with the School Board possible in October after their meeting with Davenport in September.

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Chairman Cundiff adjourned the meeting.

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DAVID CUNDIFF  
CHAIRMAN

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SHARON K. TUDOR, MMC  
COUNTY CLERK